

Report for Week Ending 8 December 1958  
From  
RECORDS CENTER

During the week the following accessions were made:

OCI	7 cu ft
OCR	13 " "
OL	1 " "
OO	30 " "
OP	1 " "
OSI	6 " "
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Sub-Total:	58 cu ft
Finished Intelligence	37 " "
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Total :	95 cu ft
Map Negatives	1,308 cu ft
Records Holdings	27,568 " "
Distribution Material Holdings	11,452 " "
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Total :	40,328 cu ft
Distribution Material Disposed of at Center	23 cu ft
Distribution Material Transferred from Center	13 " "
Records Disposed of at Center	15 " "
Records Transferred from Center	0 " "
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Total :	51 cu ft

Accessioning and Disposal

As of this date Records Center has received 26 different maps. These occupy 35 cubic feet of shelving space. All of these have been received direct from the printing plant and according to Personnel of the Map Library, it will be some time after the first of the year before any maps will be received from the Washington Auditorium.

25X1A13a

There were 39 cubic feet of records actually destroyed [REDACTED] There is now an accumulation of 1,070 cubic feet of records in the records disposal area awaiting destruction.

Reference

Reference activity has been normal.

News

The [REDACTED] Engineering Division is in the process of erecting the map shelving.

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All information reports are being removed from four-draw, legal size file cabinets. When this has been accomplished, there will be 42 file cabinets available for turn-in.

Visitors

25X1A9a



PIC

OCI

25X1A9a



Staff D, DD/P

25X1A9a



Chief, Records Center